

Receipt Voucher

In-Kind Contribution

Voucher Number

Project Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Donors Name

Phone Number (include area code)

Donors Complete Address (include zip code)

Description of service, property, or services: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Basis for valuation (market value of property; fair market rent; employee rate of pay/individual rate normally paid for such services): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Authorized Donor Signature

For Official Use Only

Credit to Budget Category\* \_\_\_\_\_

\*There should be a separate voucher for each different line item category. If not, the amount to be credited to each category will need to be shown here.

\_\_\_\_\_  
Authorized Project Signature